

MEMORANDUM FOR THE RECORD

Date: January 26th, 2021
Bowers Conference Room
Room 417, Rembert C. Dennis Building
10:00 am
(Members attending via WebEx)

Subject: Minutes of the South Carolina 911 Advisory Committee Meeting

Attendees: *Committee Members* – David Morrison – RFA SC 911 Program Manager, Rick Blackwell – PSAP Rep. Greenville County, Dent Adams – Wireless Rep. FTC, Adam DeMars – GIS Expert/RFA, Mike Flynn – PSAP Rep. Spartanburg County, Tommy Paradise – SC Association of Counties, Neil Baxley – PSAP Rep. Beaufort County, Misty Wise – RFA Appointee. *Staff* – Paul Athey – RFA Division Director, Amy Simpson – RFA SC 911 Program Coordinator.

- I. Chairman Blackwell called the meeting to order at 10:00am.
- II. Chairman Blackwell presented the November 17th, 2020 meeting minutes to the members and asked if any member had edits or questions. Adam DeMars made a motion to approve the minutes. Misty Wise seconded the motion. All members voted aye in favor, and Chairman Blackwell declared the minutes approved as written. (*See attached*)
- III. 911 Audit Reports
 - A. Paul Athey reminded the committee that with the new legislation passed in 2019 requires the RFA to review the annual audit of 911 funds for each jurisdiction. Mr. Athey informed the committee that the RFA was looking at a summary of the jurisdictions' revenues, expenses, change in fund balance, and a statement of any financial findings.
 - B. Frank Rainwater sent a memo out in August to the 911 directors, county and municipal treasurers, and finance directors reminding them of the updated statute and asking them to have their auditors provide a copy of their annual audit once it is completed for the fiscal year ending June 30th, 2020. Mr. Athey informed the committee that David Morrison would be reaching back out to the 911 coordinators to remind them to submit their annual audits once they are completed.
 - C. Mike Flynn mentioned that it would nice to receive notification at the same time as the treasurers and finance directors so the 911 coordinators could make sure the audits are submitted and in a timely manner. Mr. Athey said that moving forward, the RFA would be sure to include the 911 coordinators on any communication with the treasurers and finance directors regarding the 911 audit reports.
 - D. Tommy Paradise asked if there was any penalty for an agency that did not submit the information. Mr. Athey replied that legislation states that the RFA may withhold

funding if there are any financial findings or the information is not submitted. Mr. Athey also mentioned that this was included in the memo and that the RFA would try to simplify the process for next year by providing a template to the treasurers and finance directors to give to their auditors that will make it easier for them to supply the information the RFA is looking for. Mr. Athey recognized that this is a new process and the RFA would be patient with the jurisdictions this first year as everyone becomes familiar with the new practice.

- E. Chairman Blackwell reemphasized what Mr. Flynn stated by expressing appreciation that we include the 911 coordinators in any communications with their treasurers and finance directors regarding this matter.

IV. Reimbursement Policy Amendment to include ESInet

- A. David Morrison explained, in regards of the statewide ESInet project, the RFA has defined an official PSAP as a site that has 911 circuits/trunks and a 911 phone system. Any site that does not have this capability is not considered a PSAP, but rather a call center, dispatch center, or backup location. After correspondence over the past two months with the jurisdictions and a review of the 9-1-1 Plans of all jurisdictions, the RFA identified and verified a total of 99 PSAPs in the state, which include Primary, Secondary, and Backup locations that have 9-1-1 phone systems.
- B. All of these locations have been added to the budgetary projections of the statewide ESInet project and are currently included in the Comtech contract. The estimations show that this number of PSAPs is acceptable in the short term for maintaining previously reported reimbursement percentages and overall costs associated with the statewide ESInet. The RFA feels comfortable that, with this list, we will not need to be any more aggressive with the potential percentage reductions that have already been shared with the committee members and jurisdictions. Any additional sites added to the statewide ESInet project or to factors of any type of reimbursement would require a reduction in the reimbursement percentages much sooner than projected.
- C. Mr. Morrison asked the committee for an amendment to the reimbursement policy to recognize the 99 PSAPs within the list to be the official PSAPs available for connectivity to the statewide ESInet project. After Mr. Morrison's request, he read to the committee members the following proposed amendment:
with the exception of existing reimbursements approved by RFA, costs incurred in the development, implementation, and/or maintenance of CPE, ESInets and/or NG core services separate from the Official PSAP List (Appendix B) under the State NG911 contract after August 1, 2020 are not reimbursable from the S.C. Wireless 911 fund. Relocation, co-location, and/or consolidation of these approved PSAPs is allowed upon notification of such intent to the RFA. Creation of any additional, permanent PSAP within the State of South Carolina without a removal of an existing approved PSAP will require approval from both the 9-1-1 Advisory Committee and the RFA Board

After reading the proposed amendment, Mr. Morrison asked the committee to approve the amendment to the reimbursement policy. Tommy Paradise made a motion to approve the amendment and Dent Adams seconded the motion. There was no opposition to the changes and the amendment was approved by the committee.

V. ESInet Implementation Update

- A. Michael Ball shared that currently the RFA and Comtech are still working with the group 1 PSAPs and there are 7 PSAPs with a “go live” date in May or June of this year. There are 4-6 PSAPs scheduled for “go-live” in August/September and 5-8 for “go-live” for November/December of this year. The key takeaway so far is that every PSAP on the ESInet list needs to be ready for information gathering and that each site is ready. As a result of equipment issues, two PSAPs were moved from group 1 to group 2. Recorder equipment has to be up-to-date and be able to record SIP trunking. Mr. Ball asked the PSAPs to begin updating any legacy equipment as soon as possible to avoid any changes in the deployment schedule.
- B. Mike Flynn asked how many PSAPs were targeted for the November/December timeframe. Mr. Ball replied that there were 5-8 PSAPs and explained that there was a range because Newberry and Cayce PSAPs were moved from group 1 to group 2 and that the RFA had not gotten notification that they were ready.
- C. Chairman Blackwell asked David Morrison and Paul Athey to refresh everyone’s memory on recorder reimbursements in case there was a need to upgrade for the ESInet. Mr. Morrison explained that recorders and updates to recorders were reimbursable at 80 percent. Mr. Ball added that the recorder vendors have been very responsive to any type of upgrade or change in configuration and are able to provide that within the deadline for ESInet connectivity.
- D. Chairman Blackwell asked that, at some point, Mr. Ball provide the committee with the test plan Comtech proposes to use for the first set of PSAPs. Mr. Ball responded that he would work on getting those plans. Mr. Flynn asked if the PSAPs were going with the CPE option the state has provided. Mr. Ball indicated that 3 PSAPs in the May/June timeframe have opted for the Solacom CPE option. Chairman Blackwell asked if they will install the CPE before connecting to the ESInet or would they stand up the ESInet and CPE and hit a switch. Mr. Ball replied that those sites that elect to go to Solacom hosted would have to go live both with the ESInet and Solacom solution on the same day. Mr. Ball added that training is provided down to the user level and if it is a Solacom hosted solution that it is required that they provide training prior to “go-live”.

VI. Fiscal Update

- A. Paul Athey spoke about the 911 fund activity statement. The activity statement operates on the calendar year and Mr. Athey reported that the fund balance finished higher than anticipated. Mr. Athey explained that it was expected to have incurred more NG911 system costs in calendar year 2020, but that did not occur. The expectation

is that more of those costs will be incurred in the spring of 2021. Actual numbers as compared to forecast, the annual collections were within .9% of what was forecasted and the total amount of distributions was about 5% lower which is due to those NG911 costs not being incurred and a lower reimbursement total. Mr. Athey stated that the fiscal model indicated that the wireless 911 fee would not need to be raised and that the reimbursement percentages would not need a reduction until the year 2025. Mr. Athey said he should be able to share the updated fiscal model at the next committee meeting.

VII. Adjournment

- A. Chairman Blackwell asked if there were any other items or questions from the committee or RFA staff; hearing none, Mike Flynn made the motion to adjourn. Misty Wise seconded the motion, and the meeting was adjourned at 10:29am.

Attachments: Agenda, Meeting Materials

Public Notice of this meeting was posted at: <http://rfa.sc.gov/e911>

These minutes were approved on 2/16/21.

Amy Simpson


